

## **Downtown Development Authority USDA Grant**

### **Letters of Support Guidelines**

The Social Circle Downtown Development Authority (DDA) is seeking a grant of up to \$100,000 from the United States Department of Agriculture (USDA) for the purpose of developing a downtown festival park located across the street from Ace Hardware and adjacent to Ford's Restaurant and extending back to JK Designs.

The focus of the grant would be to support the development of small and emerging businesses in our downtown district. The design of the park would incorporate a stage, pavilions, lawn areas and a farmer's market concept. This area would be used as an attraction as well as the central point for downtown festivals and events.

The USDA selection criteria will include an evaluation of broad community support for the project. Support can be in the form of letters of support, donations and work in kind.

The DDA is currently seeking letters of support from the community, civic groups and businesses. If you can write a letter of support to the Social Circle DDA it would be greatly appreciated and will help support our efforts to secure the funding grant. Concept drawing can be viewed on the Social Circle DDA website at [socialcirclega.gov](http://socialcirclega.gov).

- ✓ **Letters must be on your company or civic group letterhead. (Create one if necessary.)**
- ✓ **Each business should mention specifically what the business does and correlate that with potential activities of the proposed project. If possible, specify how many jobs may be created as a result of the project being in place and why.**
- ✓ **When possible, mention the value of having a farmer's market at the new venue. The USDA is big on supporting farmer's market and emerging business related projects.**

**Letters can be delivered to the Social Circle City Hall or submitted via email to [aschirmer@socialcirclega.com](mailto:aschirmer@socialcirclega.com). The deadline for the grant request is March 17<sup>th</sup>. Letters will be accepted through March 16<sup>th</sup>.**

We need all the letters we can get, but we get extra credit for letters from small businesses and farmers (50 EEs or less and no more than \$1 million in gross revenue).

Thank you for supporting this opportunity for our downtown. If you have questions please contact Adele Schirmer, Social Circle City Manager at 770-464-2380.